



Los Angeles County  
Department of Regional Planning

*Planning for the Challenges Ahead*



Richard J. Bruckner  
Director

June 23, 2010

TO: Supervisor Gloria Molina, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: Richard J. Bruckner  
Director

**SUBJECT: LAND ENTITLEMENT PROCESS REVIEW – STATUS UPDATE**

Background

On May 25, 2010, the Board of Supervisors directed Regional Planning to prepare a comprehensive review of case processing, including:

- Identifying specific time-frames for case processing, with performance metrics for processing land-use approvals
- Determining measures to streamline the process for compliance with the California Environmental Quality Act, particularly measures that will expedite Environmental Impact Reports
- Document how the Department complies with the Permit Streamlining Act
- Discussion of possible means of expanding the Special Projects section to process more of the larger projects
- Providing a better means of accounting for those projects which are based on a "deposit" system
- Reaching out to building industry representatives, consultants who regularly process applications and members of the public to solicit feedback concerning both the proposed processing improvements and the fee increases

The Board asked the Department to report back within a six-month timeframe. The Department plans to provide interim status updates to the Board with a projected final report to be submitted by early December. This update provides a status of the work completed to-date.

#### Stakeholder Committee Formed

The Department has formed a Stakeholder Committee consisting of representatives from the building industry, consultants, Urban Land Institute, LAEDC and the environmental community. A copy of the Stakeholder Committee roster is attached for your reference. A first meeting of the Committee was held on June 22, 2010. The meeting was well-attended and covered a wide range of topics. Notably, there was agreement among the Committee members that this review process is greatly needed; the invitation to participate in the process was welcomed with open arms. Equally as important, there was validation of many of the findings of the County's recent Permit and Land Management Solutions (PALMS) study as to the areas the County needs to improve.

#### Project Facilitator

In an effort to maintain impartiality and ensure an equitable approach to the process, Regional Planning has hired a Project Facilitator. Woolpert, the same firm responsible for the PALMS study, has been selected to lead the project. By way of direct knowledge and experience, in the last 18 months Woolpert has conducted 400 separate workshops in the County with over 300 participants from each of the departments involved in the entitlement process. In so doing, Woolpert has defined and mapped 125 business processes. The firm is well-positioned to lead this discussion over the next six months and to assist with identifying and validating best practices.

#### Technical Committee Formed

To support the work of the Stakeholder Committee, Regional Planning has also formed a Technical Committee. The purpose of the Technical Committee is to respond to questions of the Stakeholder Committee and to provide additional detail regarding how existing processes work. The Technical Committee consists of representatives from Planning, Public Works, Fire, Public Health and Parks. Technical Committee members are also listed in the attached roster. The Technical Committee conducted its first meeting on June 17, 2010.

#### Fee Accounting Process

Finally, to address questions raised about the Department's fee accounting process, a group of individuals from Regional Planning, CEO and Auditor–Controller will be convening within the next 1-2 weeks. This group will focus on identifying potential improvements in the accounting of fee and deposit funds through the use of E-CAPS and other reporting tools.

We will provide another update on the status of this project before the end of July. In the meantime, please do not hesitate to contact me if you have any questions or if you require additional information.

RJB:DLS

Attachment

c: Chief Executive Officer

### Stakeholder Committee Representatives

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